

NEW HAMPSHIRE STATE BUILDING CODE REVIEW BOARD

Minutes of Meeting held on July 2, 2002

The first meeting of the NH State Building Code Review Board was called to order at 10:05 by Chairman, Bob Clegg.

Notices of the meeting were mailed to members, and notices were posted in two (2) public locations.

Introductions:

Rick Swain	mechanical contractor - NH Plumbing and Mechanical Contractors Association
Ted Evans	master plumber - Board for the licensing and regulation of plumbers
Cheryl Killam	Committee on Architectural Barrier - Free Design - Governor's Commission on Disability
Joe Landers	building contractor - residential - NH Home Builders Association
Fred Baybutt	building contractor - non-residential buildings - Associated General Contractors
Bob Clegg	Representative - designee for Commissioner Flynn for the Dept of Safety
Medard Kopczynski	Assistant City Manager, Keene - NH Municipal Association
Ken Andrews	Code Enforcement, Hooksett - NH Building Officials Association
Evvy Sargent	Board secretary
Beverly Kowalik	NH Fire Marshal's Office
Marta Modigliani	Attorney, Dept of Safety
Bill Degnan	Deputy State Fire Marshal - State Fire Marshal's Office
Tom Lambert	Chief, North Hampton Fire Department - NH Association of Fire Chiefs
Wes Golomb	Energy Conservation Coordinator - Public Utilities Commission

Overview of the role of the Review Board:

Chairman Clegg gave a brief overview of what the purpose was of this Board - to provide requirements for construction consistent with nationally recognized

standards; permit to the fullest extent feasible the use of modern technical methods, devices and improvements, consistent with reasonable requirements for the health, safety and welfare of occupants or users of buildings and structures; and insure adequate protection of the public health, safety and welfare.

Review of House Bill 285:

Chairman Clegg asked Board members if anyone had any questions on HB 285, or if there were any sections that needed to be reviewed. There were none.

Financial Reporting Statements:

Chairman Clegg advised Board members of the form that was included in the package from Fire Marshal Bliss that needed to be filled out and submitted to the Secretary of States office as soon as possible. This was a requirement for all Board members.

Discussion and adoption of interim rules:

Marta handed out 2 sets of Rules.

The Department of Justice **Model Rules of Practice and Procedure** is a 'model' to use for making the Boards own set of rules. These **Rules** actually apply to any agency or administrative body when they lack their own model rules for hearings and all the procedural rules.

The proposed **Organizational Rules** for this Board, are exactly that - proposed rules. Being administratively attached to the Dept of Safety - this Board is the *Rulemaking Authority* for the purpose of adopting rules. The proposed **Organizational Rules** can be submitted as **Interim Rules**. Once adopted, they have no expiration date. Once the Board has rules and adopts them, any quorum of this Board, may go in and amend them at a later point.

The Chairman declared a quorum present.

He asked for a motion to accept the **Model Rules of Practice and Procedure** so that the Rules can be adopted now - with the idea that they can be changed later as needed. Motion was made by Mr. Kopczynski to accept the **Model Rules of Practice and Procedure**. Motion was seconded by Mr. Andrews.

Marta explained that these Rules were already in place - by default - and need not be voted on to be accepted. She explained that the **Chapter Bcr 100 - Organizational Rules**, the interim organizational rules, are the ones that need to be voted on.

Mr. Kopszynski made the motion to accept the **Chapter Bcr 100 - Organizational Rules**. Mr. Andrews seconded the motion. The Chairman asked for discussion. Mr. Baybutt asked that at the next meeting the interim

rules could be finalized and flushed out, changed. Marta suggested that the Board get the interim rules approved, and, at the same time, propose the permanent rules with whatever changes the Board deems necessary. The Chairman asked if there was any further discussion. There being none - he asked for a vote. Vote was in the affirmative - and was unanimous.

Proposed amendments to NH State Fire Code:

Chairman suggested that we hold this subject to vote on at the next meeting.

New business:

The Chairman asked Mr. Degnan to get the information from NFPA - what it requires for the State of New Hampshire to accept it. What the current changes are.

The next meeting will be held at the Department of Safety - 1st floor conference room. (**Please note the change from the 2nd floor conference room - to the 1st floor conference room). The meeting will start at 10:00 am and should last approximately 2 hours.

Adjournment:

There being no further business, the Chairman declared this meeting closed at 10:38.